



ANNOUNCEMENT OF POSITION VACANCY

INTERNAL & EXTERNAL POSTING

Date of Posting: May 15, 2023

TITLE OF POSITION: Custodial - 2nd Shift (split between OMS and OHS)

Schedule:

- Monday - Friday, 2nd Shift (2:00 - 10:30 p.m.), 40 hours per week

Requirements:

- Must have a high school diploma, GED or equivalent
- Background check/fingerprints upon hire
- Experience with cleaning and custodial preferred

Duties:

- Daily classroom cleaning, including emptying trash, sweeping/vacuuming, spot mopping and locking of doors and windows.
- Daily restroom cleaning, including disinfecting all fixtures, emptying trash, refilling soap and paper products, and removing graffiti and litter.
- Daily hallway cleaning, including picking up trash, emptying trash, sweeping/vacuuming hallway and entry rugs, and spot mopping hard floors.

Please see attached job description for more information.

Starting pay is \$14.61.

Letters of application and resumes should be sent to:

Jamielynn Commissaris
Otsego Public Schools
400 Sherwood Street
Otsego MI 49078

Responses may be sent via e-mail to: jcommissaris@otsegops.org

This method of posting jobs meets the requirements of our union groups to notify employees of vacancies. Positions may not be open to the public due to internal candidates and the bidding process.

Statement of Assurance:

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or transgender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.